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VOL IV
PART II

ADMINISTRATION
BUDGET AND FINANCE

CHAPTER 5

ACCOUNTS

Section
502.05 B.(2)

2224. Liabilities for Deposit Funds

- 2224.1 Deposits - Individual Indians and Indian Groups
- 2224.2 Deposits - Undistributed Interest Accounts
- 2224.3 Deposits - Other

Deferred Credits

2243. Deferred Credits

OPERATING ACCOUNTS

Income

- 2501. Income - Trust Operations (See Section 503.04 of this Chapter)
- 2550. Trust Operations Expense (See Section 503.04 of this Chapter)

(2) Definitions of Accounts

2001. Fixed Properties. There shall be summarized under this caption in the balance sheet the balances in accounts 2001.1 and 2001.2.

2001.1 Tribal Trust Properties. This account shall include the cost (or appraised value when determined if cost is not available) of lands, structures and improvements, and roads and trails which can be identified to a particular trust. The account shall be supported by individual property cards.

2001.2 Other Properties. This account shall include the cost (or appraised value if cost is not available) of all fixed property for trust activities which can not be identified as to specific trusts and consequently is not included in account 2001.1. The account shall be supported by individual property cards.

2002. Provisions for Accrued Depreciation and Amortization - Fixed Properties (Cr). The use of this account is contingent upon future policy determination.

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2003. Equipment. There shall be summarized under this caption in the balance sheet the balances in accounts 2003.1 and 2003.2.
- 2003.1 Tribal Trust Equipment. This account shall include the cost (or appraised value if cost is not available) of movable equipment which does not lose its identity or become an integral part of other equipment on permanent installation and which can be identified to a particular trust. The account shall be supported by individual property cards.
- 2003.2 Other Equipment. This account shall include the cost (or appraised value if cost is not available) of all equipment not included in account 2003.1. The account shall be supported by individual property cards.
2004. Provision for Accrued Depreciation and Amortization - Equipment (Cr). The use of this account is contingent upon future policy determinations.
2007. Construction Work in Progress. This account shall include the total of the balances of work orders for construction in progress at the date of the balance sheet. Work orders shall be established in sufficient detail to identify the property by classes when completed.
2010. Other Physical Properties. This account shall include all other physical properties not provided for elsewhere and shall be supported by appropriate subsidiary records.
2012. Deposit Funds with Indian Service Special Disbursing Agents. There shall be summarized under this caption in the balance sheet, the balances in accounts 2012.1 and 2012.2.
- 2012.1 Undeposited Cash. This account shall be maintained to show cash on hand representing collections of individual and tribal Indian deposit funds by the Indian Service Special Disbursing Agent. These collections are not for direct covering into the U. S. Treasury, but are held pending deposit to the official credit of the Disbursing Agent.

- 2012.2 Funds with Depositories. This account shall be maintained to show the amounts of individual and tribal deposit funds on deposit with depositories to the official credit of the Indian Service Special Disbursing Agent. These funds are not for direct covering into the U. S. Treasury.
2014. Deposit Funds with Disbursing Officers. This account shall include the amount of collections on deposit in the checking accounts of the Disbursing Officers.
2021. Investments and Securities - Group. This account shall show the value of securities purchased from funds in the official checking account of the Indian Service Special Disbursing Agent. It shall be supported by subsidiary ledgers by agency or group and the safekeeping receipts or other documentary evidence.
2022. Investments and Securities - Individual Indians. This account shall show the value of securities purchased from funds in the official checking account of the Indian Service Special Disbursing Agent to the credit of Individual Indians and other activities placed with the Indian Service Special Disbursing Agent. It shall be supported either at the Area or agency office level, whichever is more feasible, by subsidiary ledgers for individual Indians and the safekeeping receipts or other documentary evidence.
2026. Long Term Receivables and Loans. This account shall show the unpaid balance of loans outstanding financed from trust funds under Government supervision and control and which were authorized by law. It shall be supported by subsidiary ledgers with accounts maintained for each trust and identified by name of the tribal enterprise or individual.
2027. Provision for Bad Debts - Loans (Cr). This is a valuation reserve to reflect the estimated uncollectible amount of loans outstanding financed from trust funds.
- ~~2028.~~ Trust Fund Receipts on Deposit. This account shall include the balance of unavailable trust funds which have not been appropriated by Treasury action. Separate accounts shall be maintained for each fund involved.

2030. ~~Central Office Fund Control.~~ This account is maintained to show the unfunded appropriations which are accounted for by the Area Office. It includes the unfunded allotments and the amounts of any unallotted funds in the Central Office which were collected by and/or accounted for by the Area Office. The balances in this account are reciprocal to the balances in the unallotted appropriations and the unfunded allotments account which are identified by Area Offices. Accounts shall be maintained separately for each appropriation.
2031. Appropriated Funds with Disbursing Officers. This account shall include all funds available for disbursing purposes on deposit in the checking accounts of the Regional Disbursing Officer. Accounts shall be maintained separately by appropriation title and symbol.
2035. Accrued Interest on Loans. This account shall include the total interest accrued at the end of the accounting period on loans outstanding financed from trust funds.
2036. Accounts Receivable. There shall be summarized under this caption in the balance sheet the balances in accounts 2036.1 and 2036.2.
- 2036.1 Accounts Receivable - Repayments to Appropriations. This account shall include the amounts billed for refunds and reimbursements to appropriations and shall include amounts billed for services rendered to other governmental agencies. This account shall be supported by the bills file and the Accounts Receivable Register.
- 2036.2 Other Receivables. This account shall include the amounts billed for all other classes not provided for elsewhere in these accounts and shall be supported by the uncollected bills file and the Accounts Receivable Register.
2038. Inventories. There shall be shown under this caption in the balance sheet the balances in accounts 2038.1 to 2038.4, inclusive.

- 2038.1 Stores. There shall be included in this account the cost of commodities, supplies, and materials purchased from trust funds and held in storerooms or warehouses for issuance as needed. The account shall be supported by detailed stock record cards.
- 2038.2 Stores Expenses. This account shall include the cost of supervision, labor and expenses incurred in the operation of the trust storerooms, including purchasing, storage, freight, handling and distribution of supplies and materials.
- This account shall be cleared by adding to the cost of items issued an equitable loading charge.
- 2038.3 Finished Goods. This account shall include the cost of goods produced from trust funds and held for sale. Such items include clay pipe, lumber, etc. The account shall be supported by inventory records for each type of inventory.
- 2038.4 Work in Process. The balance of this account represents charges for labor, materials, and overhead made to work in process. The account shall be supported by copies of authorized work orders and work order ledger sheets for each job in process; or by process cost accounts.
2039. Prepayments and Advances. There shall be included under this caption the balances of accounts 2039.1 and 2039.2.
- 2039.1 Prepayments to Other Government Agencies. This account shall include advances made to General Service Administration and other Government agencies under memorandum of agreement (Section 601, Economy Act) to cover the payment of services to be rendered or property or materials to be furnished. This account shall be supported by records to show the status of advances made to each agency.
- 2039.2 Travel Advances. This account shall include the amount of advances made for travel and shall be supported by records to show the status of advances outstanding for each traveler.

2045. Other Current and Accrued Assets. This account shall include miscellaneous items of current and accrued assets not included in preceding accounts identified as to type.
2050. Estimated Appropriation Receipts and Reimbursements. There shall be summarized under this caption in the balance sheet the balances in accounts 2050.1 and 2050.2.
- 2050.1 Estimated Receipts. This account shall include the amount of estimated revenue to be realized during the current year and available for expenditure for annual authorized programs. Separate accounts shall be maintained for each appropriation or trust.
- 2050.2 Estimated Reimbursements. This account shall include the amount of estimated reimbursements to appropriations to be realized during the current year. Separate accounts shall be maintained for each appropriation or trust.
2053. Clearing Accounts. This account shall include detailed accounts deemed necessary to accumulate costs that are to be distributed to construction work in progress, work orders, and expense accounts. The detail of this account will be established after administrative determination as to type of accounts needed. This account will not be used where common service facilities, such as consolidated garages, supply centers, and telephone systems, are financed from the appropriation, "Indian Moneys, Proceeds of Labor". Instead the operation of these facilities will be accounted for in the income and expense accounts for trust activities.
- ~~2200.~~ Trust Funds. There shall be summarized under this caption in the balance sheet the balances in accounts 2200.1 to 2200.9, inclusive.
- 2200.1 Unallotted Trust Funds. This account shall include the balance of unallotted available trust fund appropriations. Separate accounts shall be maintained for each appropriation.

- 2200.2 Unobligated Trust Allotments. This account shall include the balance of unobligated allotments of trust fund appropriations. Separate accounts shall be maintained for each appropriation and shall be supported by the Allotment Ledger.
- 2200.3 Unliquidated Trust Obligations. This account shall include the balance of unliquidated obligations. Separate accounts shall be maintained for each appropriation and shall be supported by the file of unliquidated obligation documents and by the Allotment Ledger.
- 2200.5 Expended Trust Appropriations - Current Year. This account shall include the gross amount of expenditures during the current fiscal year. Separate accounts shall be maintained for each appropriation and shall be supported by the Allotment Ledger.
- 2200.6 Reimbursements to Trust Appropriations - Current Year (Dr). This account shall include the gross reimbursements to appropriations during the current fiscal year. Separate accounts shall be maintained for each appropriation.
- 2200.7 Trust Fund Receipts Deposited (Dr). This account shall include the available and unavailable trust fund receipts. Separate accounts shall be maintained to reflect the accumulated amount for the fiscal year for each trust fund.
- ~~2200.8 Unappropriated Trust Fund. This account shall include unavailable trust funds on deposit in the United States Treasury pending appropriation. Separate accounts shall be maintained to reflect the unappropriated balances of each trust fund on deposit.~~
- 2200.9 Unexpended Trust Funds (Dr.) This account will reflect the unexpended funds at the beginning of fiscal year. At the end of each fiscal year, the expended trust appropriations for the current fiscal year and the reimbursements to trust appropriations for the current year will be transferred to this account as well as the amount of trust fund receipts deposited for the year.

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4/16/54.

2202. Donations to and from Trusts (Net). This account shall include donations or contributions in cash, services, or property from States, municipalities, or other governmental agencies, individuals and others for trust purposes. It shall also include transfers of cost (not property) to regular activities. Records supporting the entries to this account shall be maintained showing the purpose of each donation received, conditions, if any, upon which it was made, and the name of each donor.
2207. Results from Trust Operations. This account shall reflect the balance, either debit or credit, of net income retained from trust operations and shall be identified as to trust. Where a trust operation involves several activities, the result from each activity will be kept separate.
2210. Payments to U. S. Treasury (Dr). This account shall include any funds paid to the U. S. Treasury, such as percentage on timber contracts. Separate accounts shall be maintained for each receipt account.
2212. Per Capita and Other Payments to Indians (Dr). This account shall include per capita distribution and similar payments from trust funds to Indians.
2213. Advances to Indian Tribes (Dr). This account shall include all advances of trust funds made to Tribal Treasurers for deposit in private depositories or with I.S.S.D.A.'s. Expenditures made under indefinite authorizations are to be charged to general ledger account 2213 Advances to Indian Tribes (Dr).
2222. Accounts Payable. This account shall include the amounts due contractors, vendors, for accrued payrolls, and any other classes of accounts payable. This account shall be supported by the Accrued Expenditure Register and the file of unpaid bills.
2224. Liabilities for Deposit Funds. There shall be summarized under this caption in the balance sheet the balances in accounts 2224.1 to 2224.3, inclusive.
- 2224.1 Deposits - Individual Indians and Indian Groups. This is a control account and shall be maintained to show the accountability of the Bureau for all cash, securities, etc., held for individual Indians, groups of Indians, organized tribes, and Indian organizations. Separate accounts shall be maintained at the Area or Agency office level, whichever is more feasible, for each individual Indian, group of Indians, etc., having funds or securities to their credit.

- 2224.2 Deposits - Undistributed Interest Accounts. This account shall show the amounts of undistributed interest, discounts, and premiums on group securities purchased and sold, and interest on deposit balances of Indian funds in local depositories.
- 2224.3 Deposits - Other. This account shall include deposits which can not be applied to a special purpose and which are not provided for elsewhere in these accounts.
2243. Deferred Credits. This account shall include deferred credits not otherwise provided for in these accounts, such as income received in advance of the period earned. It will also include the unremitted amount of any taxes billed or collected on the sales or services of trust enterprises, such as State gasoline and sales taxes, Federal taxes on long distance telephone tolls, which are required to be remitted periodically after collection. Separate accounts will be maintained for each type of deferred credit.
2501. Income - Trust Operations. This account shall include all income relating to specific trusts. Separate accounts shall be maintained for each trust activity, showing the different types of revenue. (See Section 503.04 of this chapter.)
2550. Trust Operations Expense. This account shall include all expenses relating to specific trusts. Separate accounts shall be maintained for each specific trust operation showing major types of expense. (See Section 503.04 of this chapter.)
- C. Pro Forma Entries for Trust Activities. The following entries illustrate the posting of financial transactions to the general ledger accounts. It is not intended that the entries are complete or exhaustive.
- The fund accounts for the trust activities are of two types:
- Trust fund receipt and appropriation accounts, which are accounted for on a gross basis (Treasury - General Accounting Office Joint Regulation No. 3) and operating accounts are provided for as well as budgetary accounts.

Deposit fund accounts which represent funds on deposit and for which neither operating nor budgetary accounts are to be maintained. The deposit fund activity constitutes a relationship similar to that existing between banker and depositor. When funds are received they will be credited to the depositor accounts; and when payments are made, they will be charged to the depositor accounts. Deposit funds with Indian Special Disbursing Agents will be accounted for under this group.

(1) Available Trust Funds Collected by Central Office.

Debit: 2030 Central Office Fund Control

Credit: 2501 Income - Trust Operations

2202 Donation to Trusts

2243 Deferred Credits

Also

Debit: 2200.7 Trust Fund Receipts Deposited (Dr)

Credit: 2200.1 Unallotted Trust Funds

Posting media: Advice of Collections from Central Office

(2) Unavailable Receipts Subsequently Appropriated.

Debit: 2030 Central Office Fund Control

Credit: 2028 Trust Fund Receipts on Deposit (Central Office)

~~Also~~

~~Debit: 2200.8 Unappropriated Trust Funds~~

~~Credit: 2200.1 Unallotted Trust Funds~~

~~Also~~

~~If the amount appropriated represents previously estimated unavailable receipts, the amount shall be reversed in the general ledger as follows:~~

deleted as per
memo dated 4/16/54.